

Headquarters U.S. Air Force

Integrity - Service - Excellence

SAF/IA MENTORING PROGRAM



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SAF/IARE**

**Deputy Under Secretary of the Air
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**International Affairs
27 Nov 01**

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OVERVIEW

- **What is mentoring?**
- **What can we achieve with a mentoring program?**
- **Strategy**
- **Benefits**
- **Investment**
- **Implementation**





DEFINITION

■ Mentoring

- A professional development program designed to help **everyone** reach their maximum potential

- Inherent responsibility

■ What/Who is a Mentor?

- Leaders and Supervisors

- Fellow IMA's

- Teacher - Challenger
- Guide - Counselor

“a trusted counselor or guide...a relationship in which a person with greater experience and wisdom guides another person to develop both personally and professionally.” AFI36-3401



PURPOSE

- **Develop skills and leadership abilities of our team members**
- **Encourage current leaders to accept mentoring as an integral part of their leadership role**

“People are more effective at carrying out the mission when they are professionally prepared to assume duties and responsibilities commensurate with their grade and position” AFRCPAM 36-3401



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OBJECTIVES

- **Prepare each individual to effectively perform duties as action officers within their division**
- **Prepare each individual to assume Reserve Component duties**
- **Prepare each individual for a successful and productive career in the United States Air Force Reserve**





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STRATEGY

- **Operational**

- Skill Assessment
- Skill Enhancement

- **SAF/IA-RC**

- Sponsorship
- Skill Assessment
- Assign to Program

- **Professionally**

- Feedback Sessions
- PME



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HOW IT WORKS....



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■ **Skill Assessment**

- **Division Chief and Division IMA Member/Mentor**
- **Determine background, strengths, experience**
- **Assign duties within division**

■ **Skill Enhancement**

- **Shadow an active duty action officer within the Division**
- **Shadow IMA Division mentor**
- **Develop goals and action plan**
 - **Create annual duty schedule**
 - **Enroll in required SAF/IA training**
 - **Volunteer for ad hoc training as time permits**
- **Telecommute**



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MEMBER OF SAF/IA-RC

- **Sponsorship**
 - **Assign IMA sponsor to inbound members**
 - Same division preferably-natural tie-in with operational mentor
 - Higher experience level in SAF/IA and/or USAFR
 - **Initiate new member into SAF/IA-RC**

- **Skill Assessment with SAF/IA Reserve Advisor**
 - **Determine background, strengths, experience**
 - **Meet Program Leads**

- **Assign to Program Team**



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PROFESSIONALLY



■ **Feedback Sessions**

■ **Annual feedback**

- **Performance Feedback**
- **Promotion Recommendations**
- **Career Analysis**
- **Division Chief**
- **Reserve Advisor**

■ **Continual opportunities for feedback**

- **Mentors**
- **Active Duty members**

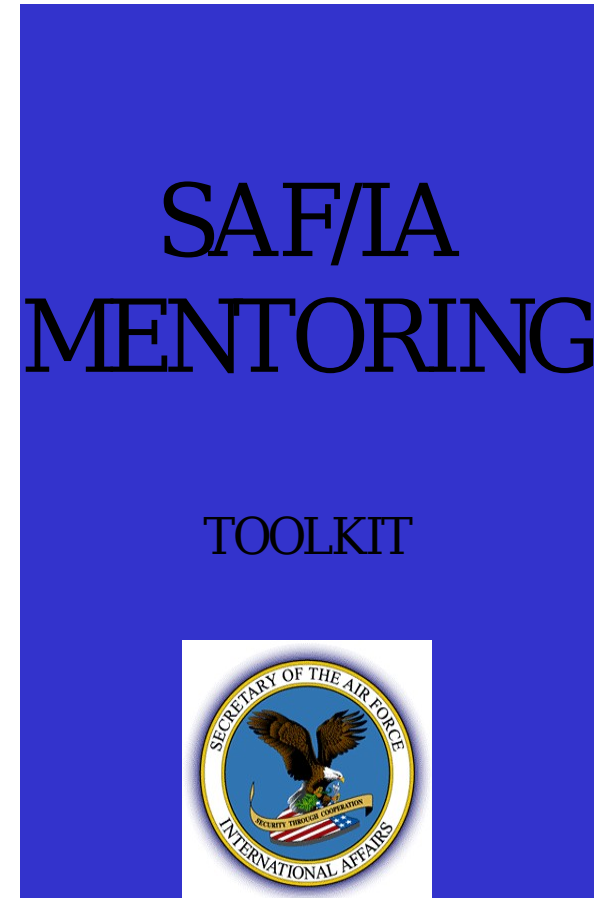
■ **PME**



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SAF/IA MENTORING TOOL ***KIT***

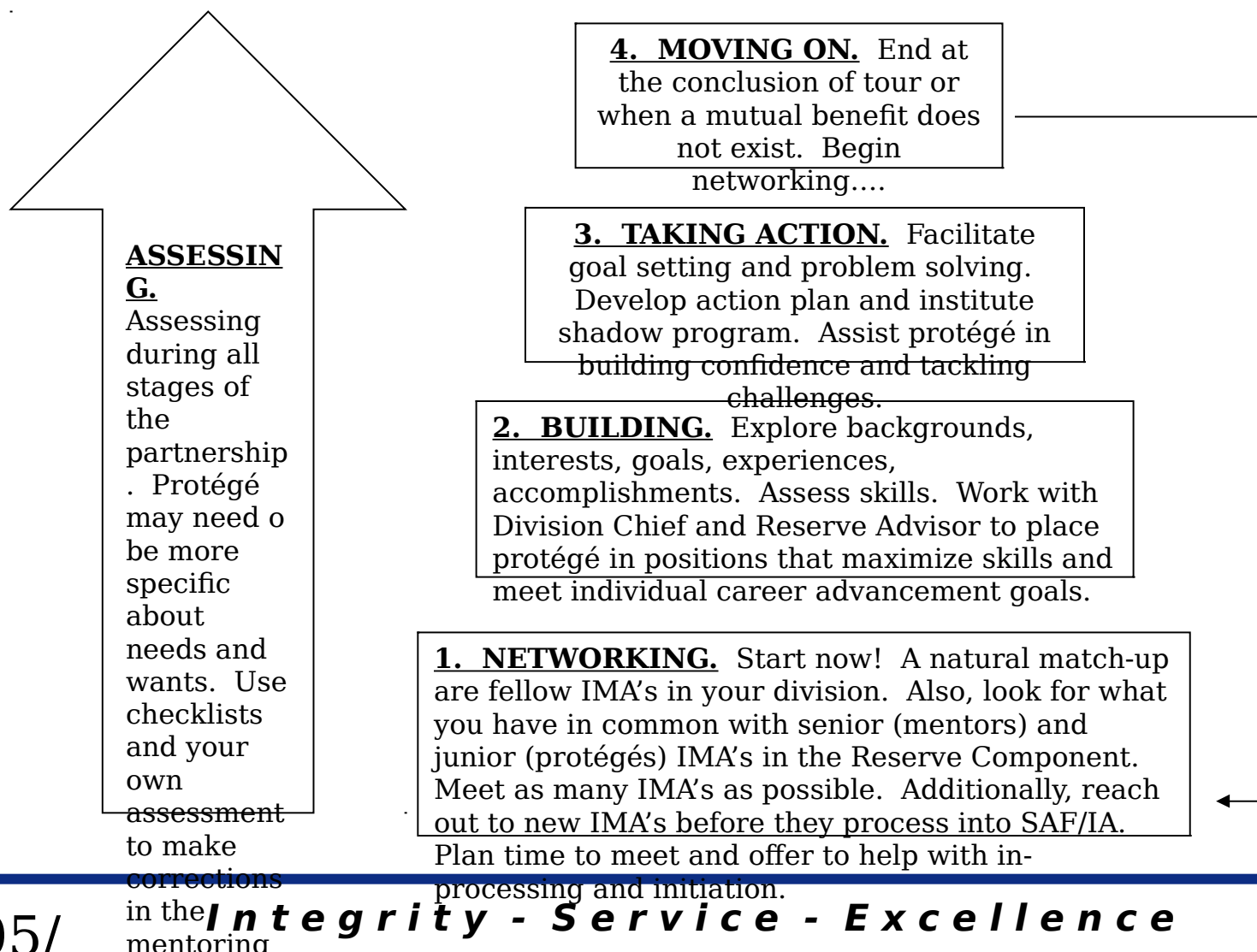
- **Handout**
- **Purpose: teach one how to be a mentor and guide them through the mentoring process**
- **Living Document**





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STEPPING STONES



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BENEFITS...



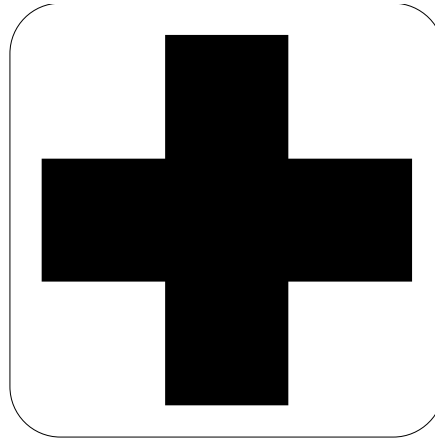
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A GREAT MANY....

- **Reduction in turnover -- Readiness Issue!**
- **Can strengthen commitment to the unit**
- **Acceleration in transfer of skills and knowledge**

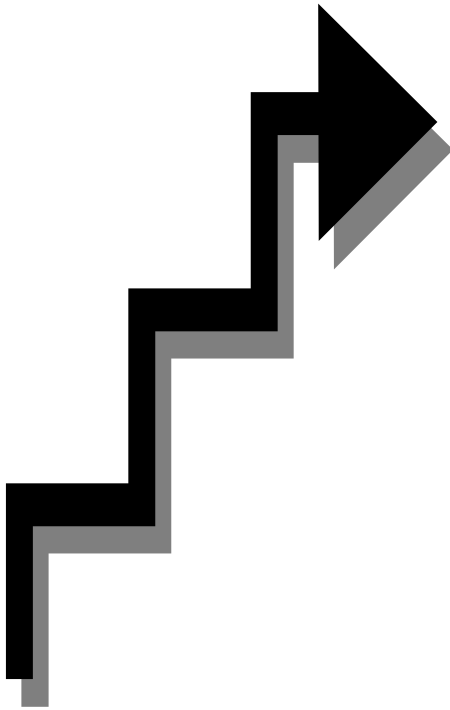


- **Increased organizational communication**
- **Increased number of multi-functional members**



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BENEFITS OF BEING A MENTOR



- **Satisfaction of helping a team member**
- **Opportunity to develop personally and professionally**
- **Exposure to another perspective**
- **Chance to improve organization**
- **Broaden organizational learning**

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INVESTMENT...



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■ **TIME**

■ **KNOWLEDGE**

■ **FRIENDSHIP**

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IMPLEMENTATION...



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GETTING STARTED....

- 1. Mentor volunteers**
- 2. Listed on Reservist Corner Webpage**
- 3. Network:** Protégés select a mentor by January 1st, 2002 -- turn in to Maj Lomax at christina.lomax@pentagon.af.mil
- 4. Build:** Assess skills
- 5. Action:** Develop action plan and shadow programs
- 6. Status report to Maj Lomax, 1 Mar 02**



IN CONCLUSION

- **Mentoring is our inherent duty**
- **Reservists will be more effective**
- **Protégé-driven -- when the student is ready, the teacher will come**
- **Network, Build, Take Action, Move On**

**You cannot hold a torch to light
another's path without brightening
your own.**